



**Susan Combs**  
Texas Comptroller of Public Accounts

# Facility Preliminary Energy Assessments and Recommendations

City of Pinehurst New Facility

Prepared by:

Jacobs Engineering Group



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# 1. EXECUTIVE SUMMARY

A Preliminary Energy Assessment (PEA) site visit to a recently acquired facility by the City of Pinehurst, TX was conducted on March 10, 2011 with the purpose of identifying viable Energy Conservation Measures (ECMs). This facility will serve as the new City Hall, Police Station, and Council Chambers of the City of Pinehurst. The present report documents this investigation.

This service was provided by Jacobs at no cost to the City of Pinehurst by the Texas Comptroller of Public Accounts, State Energy Conservation Office (SECO). This program promotes and encourages an active partnership between SECO and local political subdivisions with the purpose of planning, funding, and implementing cost-effective energy conservation measures. The goal is to reduce energy consumption of existing facilities and ultimately reduce regional emissions and facility energy costs.

The following ECMs were evaluated and recommended for implementation or further detailed analysis:

ECM 1: Replace existing T12 fluorescent light fixtures with new T8 fixtures

ECM 2: Replace existing incandescent exit signs with new LED exit signs

ECM 3: Replace existing thermostats with programmable thermostats

A preliminary energy and cost savings evaluation was conducted on each recommended measure listed above. Descriptions of these measures and a summary of each evaluation are presented in the following sections. An overall summary of the results is presented in the ECM Table. Each proposed utility evaluation was based on the prevalent utility costs at the time of the audit.

As seen in the ECM table, the recommended measures provide for a combined estimated annual savings of up to \$3,040, with an estimated capital requirement of \$9,839, thus yielding a composite simple payback period of 3 years.

Descriptions and calculations for the recommended measures can be found within this report. A follow-up visit can be scheduled to address questions regarding the report, project financing options, implementation schedules, or any other aspect of this program or its implementation.

SECO is committed to providing whatever assistance is required in planning, funding, and implementing the recommendations of this report. The City of Pinehurst is encouraged to direct any questions or concerns to either of the following:

SECO  
Stephen Ross  
817-347-5370

Jacobs  
Scott West  
1-800-531-5441, ext 3-1896

Included in the appendix of this report is also a list of websites that can be utilized in learning more about SECO, Senate Bill 12, various funding solutions, energy saving projects, and various state and federal agency services and programs.

## 2. FACILITY DESCRIPTION

The new facility is located at 2497 Martin Luther King Jr. Drive, Pinehurst TX 77630. This facility, currently unoccupied, was recently acquired by the City of Pinehurst and will serve as the new City Hall, Police Station, and Council Chambers.

The facility was built in 1995 and has an area of approximately 5,660 square feet. The exterior walls are made of concrete blocks. The roof is made of zinc sheets covered in green coating. Interior walls are made of plasterboard panels. The interior roof, or dropped ceiling, consists of a suspended metal structure or grid containing mineral fiber tiles.

The lighting fixtures in the building utilize T12 lamps with magnetic ballasts.

The building's HVAC system consists of four split DX units. Each unit has an outdoor air conditioner, an indoor evaporator coil, and an indoor furnace. The condenser coil of each outdoor unit was reported to be in poor condition in a study performed recently by a local contractor. The units are controlled by non-programmable thermostats.

The following table summarizes the HVAC system in the building:

	A/C Capacity	Air Conditioner	Furnace	Evaporator Coil
City Hall – 1st Floor	5 Ton	Lennox HS25-651-2P	Lennox G24M-45100A2	Lennox CH33-48C-2F
City Hall – 2nd Floor	4 Ton	Lennox HS25-511-2P	Lennox G24M-34100A2	Lennox CH23-61
Council Chambers	3 Ton	Lennox HS25-411-1P	Lennox G24M-375A2	Lennox
Police Station	3 Ton	Lennox HS25-411-1P	Lennox G24M-375A2	Lennox

Table 1 – HVAC Schedule

## 3. FACILITY ENERGY PERFORMANCE

Based on current utility data, the new facility of the City of Pinehurst has the following annual utility consumption, annual utility cost, Energy Use Index (EUI), and Energy Cost Index (ECI):

Electricity			Natural Gas			Total		EUI	ECI
kWh/Yr	MMBTU/Yr	\$/Yr	MCF/Yr	MMBTU/Yr	\$/Yr	MMBTU/Yr	\$/Yr	kBTU/SQFT/Yr	\$/SQFT/Yr
<b>40,984</b>	<b>139.88</b>	<b>5,350.33</b>	<b>41.50</b>	<b>41.92</b>	<b>667.73</b>	<b>181.80</b>	<b>6,018.06</b>	<b>32.12</b>	<b>1.06</b>

Table 2 - Energy Benchmarking

The facility was partially occupied before it was acquired by the City of Pinehurst. This condition is reflected in the collected utility data, available in Appendix A.

The EUI, an estimate of the energy consumption performance, is measured in thousands of BTUs per square foot per year. Likewise, the ECI, an estimate of the energy cost performance, is measured in dollars per square foot per year.

## 4. ENERGY ACCOUNTING

### ENERGY ACCOUNTING DESCRIPTION

Energy is accounted for through monthly utility bills.

### AVERAGE UTILITY RATES

Utility Name	Utility	Estimated Rate
Entergy	Electricity	\$0.07/kWh
		\$4.7/kW
CenterPoint Energy	Natural Gas	\$0.013/CF

Table 3 - Utility Rates

## 5. RECOMMENDATIONS

### ENERGY CONSERVATION MEASURES (ECMs)

ECM	Project Description	Estimated Implementation Cost (\$)	Estimated Annual Energy Savings (kWh/Yr)	Estimated Annual Cost Savings (\$/Yr)	Simple Payback (Years)
ECM1	Replace T12 Fluorescent Lights with T8 Fluorescent Lights	\$8,649	24,628	\$1,882	4.59
ECM2	Replace Incandescent Exit Signs with LED Exit Signs	\$560	1,314	\$79	7.11
ECM3	Replace thermostats with Programmable Thermostats	\$630	14,784	\$1,079	0.58
<b>Total</b>		<b>\$9,839</b>	<b>\$40,726</b>	<b>\$3,040</b>	<b>3.2</b>

Table 4 - Energy Conservation Measures

ECM 1 involves replacing the existing T12 fluorescent lights with new T8 fluorescent lights in order to reduce energy load and consumption through lighting and cooling. Existing magnetic ballasts will be replaced with new, high efficiency electronic ballasts.

ECM 2 involves replacing existing incandescent exit signs with new LED exit signs. As Exit signs run continuously throughout the year, replacement with high efficiency LED signs has a considerable reduction in energy consumption.

ECM 3 involves replacing existing thermostats with programmable thermostats. This measure allows for a more controlled environment and saves energy through an efficient temperature setback schedule.

## 6. EMISSIONS CALCULATIONS

Annual Reduction (kWh)	Pollution Prevention Factors			Equivalent to:		
	Carbon Dioxide (CO2) (Pounds)	Nitrogen Oxide (NOx) (Grams)	Sulfur Dioxide (CO2) (Grams)	Annual number of cars taken off the road (Lb of CO2/10,000)	Annual number of tree-planted acres (Lb of CO2/7,300)	Annual number of American home electricity needs (kWh/10,000)
<b>40,726</b>	<b>53,935</b>	<b>16,188</b>	<b>59,038</b>	<b>5.39</b>	<b>7.39</b>	<b>4.07</b>

Table 5 - Emission Calculations

With the energy savings shown above, the resulting reduced amount of pollution has been calculated. Performing the proposed measures is equivalent to 5 cars being taken off the road, 7 acres of trees being planted, and 4 American homes being powered with electricity.

## APPENDIX A: UTILITY ANALYSIS DATA

### Electricity

Month	Police Station		Council Chambers		City Hall	
	Usage (kWh)	Cost (\$)	Usage (kWh)	Cost (\$)	Usage (kWh)	Cost (\$)
Jan-2011	839	108.25	43	12.44	302	108.99
Dec-2010	997	138.56	94	21.99	484	160.03
Nov-2010	1,496	169.36	253	36.82	624	157.84
Oct-2010	1,830	205.78	424	55.24	744	164.92
Sep-2010	2,132	232.32	1,265	141.71	1,154	185.58
Aug-2010	1,736	208.47	1,381	167.69	1,263	200.39
Jul-2010	1,840	221.74	1,338	163.73	2,112	259.56
Jun-2010	1,456	173.16	1,027	124.83	2,409	273.48
May-2010	1,227	139.57	768	90.64	2,446	262.28
Apr-2010	955	135.99	305	49.41	1,854	275.96
Mar-2010	891	101.17	321	42.06	1,870	219.75
Feb-2010	857	91.2	348	42.24	1,899	207.18
Total	16,256	1,925.5	7,567	948.8	17,161	2,475.96

### Natural Gas

Month	Usage (CF)	Cost (\$)
Jan-2011	14,500	161.97
Dec-2010	7,300	90.85
Nov-2010	5,900	77.02
Oct-2010	100	19.74
Sep-2010	0	18.73
Aug-2010	0	18.73
Jul-2010	0	18.73
Jun-2010	0	18.73
May-2010	0	18.73
Apr-2010	0	18.15
Mar-2010	3,000	55.99
Feb-2010	10,700	150.36
Total	41,500	667.73

## APPENDIX B: ECM INFORMATION

### ECM 1: Lighting Retrofit

#### COST ESTIMATING ANALYSIS

PROJECT NAME:	City Hall/Council Chambers/Police Station	PROJECT NO:	FEWE0701-PINEH
PROJECT LOCATION:	Pinehurst, TX	ESTIMATOR:	C. Teran
SUBMITTAL:	PEA Cost Estimates	DATE:	3/18/2011
EXM DESCRIPTION:	Lighting Retrofit	CHECKED BY:	Scott West

#### Cost Estimation

TASK DESCRIPTION	QUANTITY	LABOR		MATERIALS		TOTAL
		UNIT PRICE	COST	UNIT PRICE	COST	COSTS
Lighting Retrofit (4 x F40T12 to 4 x F32T8)	78	\$45	\$3,510	\$50	\$3,900	\$7,410.00

THIS IS A PRELIMINARY COST ESTIMATE WHICH DOES NOT REPRESENT ACTUAL CONSTRUCTION COSTS OR CONTRACTOR BID PRICES. UNIT PRICES FOR MATERIAL AND LABOR COSTS WERE DEVELOPED USING PUBLISHED COST DATA AND OTHER RELIABLE SOURCES. A CONSERVATIVE CONTINGENCY HAS BEEN INCLUDED IN THIS ESTIMATE TO ACCOUNT FOR UNKNOWN FACTORS BUT DESIGN DEVELOPMENT ISSUES, SCOPE CHANGES, AND MARKET CONDITIONS AT THE TIME OF BIDDING MAY AFFECT ACTUAL CONSTRUCTION COSTS.

Tax (Assumes tax exempt)	0.0%				\$0	\$0.00
Subtotal			\$3,510		\$3,900	\$7,410.00
Contingencies	15.0%					\$1,111.50
Design	0.0%					\$0.00
Construction Administration	1.5%					\$127.82
<b>Total</b>						<b>\$8,649.32</b>

#### Energy Savings Estimation

ITEM	QUANTITY	USAGE		CONSUMPTION	LOAD
		HRS/DAY	DAYS/YR	KHW/YR	KW
4xF40T12 Fixture (192W)	78	11	312	51,398	15
4*F32T8 Fixture (100 W)	78	11	312	26,770	8
<b>Total</b>				<b>24,628</b>	<b>7</b>

#### Simple Payback Calculation

Electric Rate	0.06	\$/kWh
	4.70	\$/kW
Avoided Electric Costs	1,882.41	\$/Year
Simple Payback	<b>4.59</b>	Years

## ECM 2: Exit Sign Retrofit

### COST ESTIMATING ANALYSIS

PROJECT NAME:	City Hall/Council Chambers/Police Station	PROJECT NO:	FEWE0701-PINEH
PROJECT LOCATION:	Pinehurst, TX	ESTIMATOR:	C. Teran
SUBMITTAL:	PEA Cost Estimates	DATE:	3/18/2011
EXM DESCRIPTION:	Exit Signs Retrofit	CHECKED BY:	Scott West

### Cost Estimation

		LABOR		MATERIALS		TOTAL
TASK DESCRIPTION	QUANTITY	UNIT PRICE	COST	UNIT PRICE	COST	COSTS
Exit Signs Retrofit	6	\$30	\$180	\$50	\$300	\$480.00
THIS IS A PRELIMINARY COST ESTIMATE WHICH DOES NOT REPRESENT ACTUAL CONSTRUCTION COSTS OR CONTRACTOR BID PRICES. UNIT PRICES FOR MATERIAL AND LABOR COSTS WERE DEVELOPED USING PUBLISHED COST DATA AND OTHER RELIABLE SOURCES. A CONSERVATIVE CONTINGENCY HAS BEEN INCLUDED IN THIS ESTIMATE TO ACCOUNT FOR UNKNOWN FACTORS BUT DESIGN DEVELOPMENT ISSUES, SCOPE CHANGES, AND MARKET CONDITIONS AT THE TIME OF BIDDING MAY AFFECT ACTUAL CONSTRUCTION COSTS.						
Tax (Assumes tax exempt)	0.0%				\$0	\$0.00
Subtotal			\$180.00		\$300	\$480.00
Contingencies	15.0%					\$72.00
Design	0.0%					\$0.00
Construction Administration	1.5%					\$8.28
<b>Total</b>						<b>\$560.28</b>

### Energy Savings Estimation

ITEM	QUANTITY	USAGE		CONSUMPTION	LOAD
		HRS/DAY	DAYS/YR	KWH/YR	KW
Incandescent Exit Signs (30W)	6	24	365	1,577	0.18
LED Exit Signs (5W)	6	24	365	263	0.03
<b>Total</b>				<b>1,314</b>	<b>0.15</b>

### Simple Payback Calculation

Electric Rate	0.06	\$/kWh
	4.70	\$/kW
Avoided Electric Costs	78.75	\$/Year
Simple Payback	7.11	Years

**ECM 3: Install Programmable Thermostats**  
**Cost Estimation**

**COST ESTIMATING ANALYSIS**

PROJECT NAME:	City Hall/Council Chambers/Police Station	PROJECT NO:	FEWE0701-PINEH
PROJECT LOCATION:	Pinehurst, TX	ESTIMATOR:	C. Teran
SUBMITTAL:	PEA Cost Estimates	DATE:	3/18/2011
EXM DESCRIPTION:	Installation of Programmable Thermostats	CHECKED BY:	Scott West

TASK DESCRIPTION	QUANTITY	LABOR		MATERIALS		TOTAL
	NO/UNIT	UNIT PRICE	COST	UNIT PRICE	COST	COSTS
Programmable Thermostat	4	\$45.00	\$180.00	\$90.00	\$360.00	\$540.00
<p>THIS IS A PRELIMINARY COST ESTIMATE WHICH DOES NOT REPRESENT ACTUAL CONSTRUCTION COSTS OR CONTRACTOR BID PRICES. UNIT PRICES FOR MATERIAL AND LABOR COSTS WERE DEVELOPED USING PUBLISHED COST DATA AND OTHER RELIABLE SOURCES. A CONSERVATIVE CONTINGENCY HAS BEEN INCLUDED IN THIS ESTIMATE TO ACCOUNT FOR UNKNOWN FACTORS BUT DESIGN DEVELOPMENT ISSUES, SCOPE CHANGES, AND MARKET CONDITIONS AT THE TIME OF BIDDING MAY AFFECT ACTUAL CONSTRUCTION COSTS.</p>						
Tax (Assumes tax exempt)	0.0%				\$0.00	\$0.00
Subtotal			180.00		\$360.00	\$540.00
Contingencies	15.0%					\$81.00
Design	0.0%					\$0.00
Construction Administration	1.5%					\$9.32
<b>Total</b>						<b>\$630.32</b>

Energy Savings Estimation		
Assumed U-Values Walls	0.42	Btu/hr-ft <sup>2</sup> -F
Assumed Wall Area	3,009	ft <sup>2</sup>
Assumed U-Values Roof	0.07	Btu/hr-ft <sup>2</sup> -F
Assumed Roof Area	5,660	ft <sup>2</sup>
Heating Season Thermostat Set point	70	F
Heating Season Thermostat Setback	60	F
Heating Season Setback Hours	1,972	hrs
Heating Equipment Efficiency	75%	
Cooling Season Thermostat Set point	72	F
Cooling Season Thermostat Setback	85	F
Cooling Season Setback Hours	2,366	hrs
Performance of Cooling System	1.22	kW/ton
Total Envelope UA - Value	1,660	Btu/hr-F
Heating Energy Savings	9,593	kWh/yr
Cooling Energy Savings	5,191	kWh/yr

<b>Simple Payback Calculation</b>		
Estimated Electricity Rate	0.060	\$/kWh
Heating Cost Avoidance	767	\$/yr
Cooling Cost Avoidance	311	\$/yr
Annual Cost Savings	<b>1,079</b>	\$/yr
Installed Cost	<b>630</b>	\$
Simple Payback	<b>0.6</b>	years

## APPENDIX C: ENERGY STAR – PORTFOLIO MANAGER

Energy Star is a joint program between the US Environmental Protection Agency (US EPA) and the Department of Energy (US DOE) that promotes the efficient use of energy in multiple industries. One focus of the Energy Star program is on energy efficiency of existing buildings.

Portfolio Manager was created as an industry tool to aid those that work with existing buildings in benchmarking energy performance. Portfolio Manager benchmarking data is based on the Commercial Buildings Energy Consumption Survey administered by the US DOE Energy Information Administration every four years. The survey includes energy use figures from thousands of buildings throughout the United States for various end uses. For a particular building type (e.g. and office building), the building is compared statistically to similar buildings in the survey and assigned a score of 1-100. A score of 50 indicates an average building in terms of energy performance. A score of 1 means that the building is in the lowest 1% of buildings for energy performance and a score of 100 indicates performance in the top 1%.

Site EUI (kBtu/SQFT/Yr)	Source EUI (kBtu/SQFT/Yr)	Energy Star Rating (1-100)
32.32	90.30	

Site Energy Use Intensity (EUI) uses figures of metered energy (electrical, kWh and any other fossil fuel types, such as natural gas, MCF) to the building and then converts them to kBtus. This is the same procedure used for EUI earlier in this report. Portfolio Manager also calculates source EUI for easier comparison among fuel types. Source EUI takes into account energy losses from the original fuel source. For electricity, the original fuel consumption occurs at the power plant where electrical conversion efficiencies are often 30-40% for traditional fossil fuel sources. Portfolio Manager uses a source-site factor (or ratio) to convert site energy to source energy and it uses the same figure for all grid-supplied electricity. This ratio is specific to the type of energy used. Grid purchased electricity has a Source-Site Ratio of 3.340; Natural Gas has a ratio of 1.047.

As the facility was only partially occupied during the period of the collected utility data, the analyzed facility is not included in the rating system.

## APPENDIX D: FUNDING AND PROCUREMENT

### NON-TRADITIONAL FUNDING METHODS

When traditional means of funding projects are not available, non-traditional funding may be desirable in order to implement beneficial projects. Energy and operational cost savings can be used to fund projects such as the ones recommended in this report. A couple of options are available when considering funding projects with cost savings.

The first way would be to secure a low interest loan and fund the projects internally by “fixing” the operational budgets over the term of the loan and use the savings to pay back the loan. Low interest loans are available through the State’s Texas LoanSTAR (Saving Taxes and Resources) Program.

The LoanSTAR Program has served as a national model for state and federal loan programs for energy efficiency retrofits, and is SECO's most highly visible program. Legislatively mandated to be funded at a minimum of \$95 million at all times, to date the LoanSTAR Program has saved Texas taxpayers over \$250 million through energy efficiency projects, financed for state agencies, institutions of higher education, school districts, and local governments. The program's revolving loan mechanism allows borrowers to repay loans through the stream-of-cost savings generated by the funded projects. The program will fund energy saving projects with a maximum combined simple payback of 10 years.

The interest rate for the LoanSTAR Program is based on several factors which include money market rates and LoanSTAR administrative cost. Rates are evaluated and set every fiscal year, from 9/01 - 8/31.

In order to qualify for funding from the LoanSTAR Program, a detailed energy audit or energy assessment report (EAR) must be completed for the facility/department by a licensed professional engineer in the State of Texas. The purpose of the EAR is to validate the savings estimated in this PEA, through a very detailed approach, as well as confirm the scope of work required for each project.

To assure the borrower that projects are constructed according to the EAR and LoanSTAR technical guidelines, SECO performs design specification review and on-site construction monitoring at 50% and 100% complete.

Another non-traditional solution to funding these projects is to secure the services of a performance contractor. Performance contractors can finance projects in the same manner as the LoanSTAR program by using energy and operational savings as funding for the projects. Performance contractors can package projects with paybacks up to 20 years and pull from a large variety of financial resources for low-interest funding (including the LoanSTAR Program). For more information on this subject feel free to visit the SECO website or call Jacobs at the number shown on the front cover of this PEA.

## APPENDIX E: GOVERNMENT LEGISLATION AND STANDARDS

### Energy Efficiency Programs in Political Subdivisions

#### Senate Bill 12

An Act relating to programs for the enhancement of air quality, including energy efficiency standards in state purchasing and energy consumption.

#### House Bill 3693

An Act relating to energy demand, energy load, energy efficiency initiatives, energy programs, and energy performance measures.

#### HB 3693 and SB 12 Rules

The State Energy Conservation Office (SECO) has published rules on House Bill (HB) 3693 and Senate Bill (SB) 12 for persons who have an interest in the adoption of energy codes to have an opportunity to comment on newly published editions of the International Energy Conservation Code and the International Residential Code. The code manuals can be purchased at the **International Code Council** web site.

### BACKGROUND

In 2001, the 77th Texas Legislature passed **Senate Bill 5 (SB5)**, also known as the Texas Emissions Reduction Plan, to amend the Texas Health and Safety Code. The legislation required ambitious, fundamental changes in energy use to help the state comply with federal Clean Air Act standards. It applied to all political subdivisions within 38 designated counties, later expanded to **41 counties**.

In 2007, the 80th Texas Legislature passed **Senate Bill 12 (SB 12)** which among other things extended the timeline set in SB 5 for emission reductions. Where SB 5 required political subdivisions to reduce their electrical consumption by five percent (5%) for five years beginning January 1, 2002, the SB 12 legislation requires that such entities establish a goal to make the five percent (5%) reductions each year for six years, effective September 1, 2007.

SB 12 amended the Health and Safety Code Section 388.005, in part, by requiring affected political subdivisions to: implement all cost-effective energy-efficiency measures, establish a goal to reduce electricity consumption by 5 percent each year for 6 years, and report efforts and progress annually to the State Energy Conservation Office (SECO). The report details the efforts being undertaken by SECO to provide assistance and information to affected entities, as well as the progress and efforts made by political subdivisions in meeting the energy efficiency mandates of SB 5/SB 12.

### Meeting Your Energy Efficiency Goals

In terms of energy efficiency, the biggest step is requiring new buildings to meet the state's energy performance standards. These standards call for better weather stripping, more efficient air conditioners, stricter insulation guidelines, switches to turn off water heaters, tighter building envelopes and energy-efficient windows for new buildings. Under the new law, municipalities and counties can continue to make local amendments to the state energy codes as long as they are not less stringent than the statewide standard.

Source: <http://www.seco.cpa.state.tx.us/sb5compliance.htm>

## USEFUL WEBSITES:

### A. DATABASE OF STATE INCENTIVES FOR RENEWABLE ENERGY

[www.dsireusa.org](http://www.dsireusa.org)

DSIRE provides information on state, local, utility, and selected federal incentives that promote renewable energy.

### B. OFFICE OF ENERGY EFFICIENCY AND RENEWABLE ENERGY

[www.eere.energy.gov](http://www.eere.energy.gov)

EERE is a resource site containing hundreds of web sites and thousands of online documents regarding energy efficiency and renewable energy. Also included are direct links to the Department of Energy offices and programs.

### C. PUBLIC UTILITIES COMMISSION

[www.puc.state.tx.us/electric/projects/25309/25309.cfm](http://www.puc.state.tx.us/electric/projects/25309/25309.cfm)

This link provides a source of information for the Energy Efficiency Grant Program. This includes the Program Application and Guidelines as well as a list of eligible counties and utilities.

### D. REBUILD AMERICA

[www.rebuild.org](http://www.rebuild.org)

Rebuild America is a program under the Office of Energy Efficiency and Renewable Energy that focuses on energy efficiency solutions as community solutions. The site provides community partnerships ideas, tools, resources, and energy-smart technologies for help in fulfilling locally designed efficient energy solutions. Categories included are building renovation, new construction, renewable technologies, green building, city lighting, alternatively fueled vehicles, downtown revitalization, and more.

### E. STATE ENERGY CONSERVATION OFFICE

<http://www.seco.cpa.state.tx.us>

The Texas State Energy Conservation Office provides information about various programs that are offered and how they may be implemented. SECO's programs focus on energy cost and consumption at the institutional, industrial, transportation, and residential levels.

### F. TEXAS GENERAL LAND OFFICE

[www.glo.state.tx.us](http://www.glo.state.tx.us)

The primary mission of the General Land Office (GLO) is the management of state lands and mineral right properties. GLO manages an oil and natural gas program and a state electric power program. These programs provide gas and electricity to state agencies and public school districts at a discounted cost. The proceeds from the programs help to fund the state's Permanent School Fund.

# APPENDIX F: SERVICE AGREEMENT

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City Of Pinehurst

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## Local Governments and Municipalities

### Preliminary Energy Assessment Service Agreement

Investing in our communities through improved energy efficiency in public buildings is a win-win opportunity for our communities and the state. Energy-efficient buildings reduce energy costs, increase available capital, spur economic growth, and improve working and living environments. The Preliminary Energy Assessment Service provides a viable strategy to achieve these goals.

#### Description of the Service

The State Energy Conservation Office (SECO) will analyze electric, gas and other utility data and work with City of Pinehurst, hereinafter referred to as Partner, to identify energy cost-savings potential. To achieve this potential, SECO and Partner have agreed to work together to complete an energy assessment of mutually selected facilities.

SECO agrees to provide this service at no cost to the Partner with the understanding that the Partner is ready and willing to consider implementing the energy savings recommendations.

#### Principles of the Agreement

Specific responsibilities of the Partner and SECO in this agreement are listed below.

- ✓ Partner will select a contact person to work with SECO and its designated contractor to establish an Energy Policy and set realistic energy efficiency goals.
- ✓ SECO's contractor will go on site to provide walk through assessments of selected facilities. SECO will provide a report which identifies no cost/low cost recommendations, Capital Retrofit Projects, and potential sources of funding. Portions of this report may be posted on the SECO website.
- ✓ Partner will schedule a time for SECO's contractor to make a presentation of the assessment findings key decision makers.

#### Acceptance of Agreement

This agreement should be signed by your organization's chief executive officer or other upper management staff.

Signature: [Signature]

Date: 10-23-09

Name (Mr./Ms./Dr.): Mr. Robert Ewart

Title: City Administrator

Organization: City of Pinehurst

Phone: 409-886-3873

Street Address: 3640 Mockingbird

Fax: 409-886-7660

Mailing Address: 3640 Mockingbird

E-Mail: r\_ewart@cityofpinehurst.com

Orange, TX 77630

County: Orange

#### Contact Information:

Name (Mr./Ms./Dr.): Mr. Robert Ewart

Title: City Administrator

Phone: 409-886-3873

Fax: 409-886-7660

E-Mail: r\_ewart@cityofpinehurst.com

County: Orange

Please sign and mail or fax to: Stephen Ross, Local Governments and Municipalities Program Administrator,  
State Energy Conservation Office, 111 E. 17th Street, Austin, Texas 78774. Phone: 512-463-1770. Fax 512-475-2569.

*Jacob 5/13/10 SR*